

3 November 1975

MEMORANDUM FOR THE RECORD

SUBJECT: Competitive Evaluation Panel #7 Meeting

1. Competitive Evaluation Panel #7 met in the Director of Finance Conference Room in Key Building on 3 November 1975 with the following members present:

25X1A

2. The Chairman convened the meeting at 0900 and adjourned sine die at 1100.

3. The Competitive Evaluation Listing for the GS-5's and a list of promotions recommended was completed and will be submitted to the Finance Career Board for review, approval and endorsement to the Head, MF Career Subgroup.

[REDACTED]

25X1A

Secretary

25X1A

[REDACTED]

Chairman, CE Panel #7

Criteria for Ratings in Skills

PAYROLL - based on performance in C&T and skills rating determined by performance in various jobs while in Division

Actual - H - Proficient performance in 2 or more types of pay cases
M - Strong performance in 1 type of pay case
L - Still learning or performance on job is limited

Potential - Progression within C&T based on grade level estimated to be able to attain

SYSTEMS - deeply involved in one major system, do input, analyze output,

Actual - H - Strong performance; counsel on changing specs
M - Proficient rating in duty
L - Still learning or performance on job is limited

Potential - Based on amount of interest and ability to progress in this field

TRAVEL - based on performance in CTB and skills rating determined by performance in various types of travel functions while in Division

Actual - H - PCS (domestic & foreign) & TDY (domestic & foreign) - Strong ratings
M - Familiarity with either foreign or domestic travel with strong performance
L - Still learning or performance on job is limited

Potential - Degree to which can render strong performance in this function

AUDIT - performance of audit functions in C&L or AD/L including storage, airline billings, reimbursements, medical claims, tort claims, etc.

Actual - H - based on strong performance and experience on job
M - based on proficient performance
L - new on job

Potential - H - based on education and extensive experience and continued performance in this limited skills areas
M - based on F.R. rating of proficiency
L - limited potential

Approved For Release 2000/06/06 : CIA-RDP80-01341A000200050008-6

GEN ACCTG - knowledge or experience with acctg system

Actual - H -
M - based on amount of knowledge or experience
L -

Potential - Degree to which estimated to be able to render strong performance in this function

MONETARY

Actual - H - strong performance in Monetary Division
M - proficient performance in Monetary Division
L - minimal experience/exposure to monetary operations

Potential - Degree to which employee can render strong performance in this function.

Approved For Release 2000/06/06 : CIA-RDP80-01341A000200050008-6